

Name: _____

Building Maintenance

Directions:

Evaluate the student by entering the appropriate number to indicate the degree of competency.

Rating Scale (0-6):

- 0 No Exposure** – no experience/knowledge in this area; program/course did not provide instruction in this area
- 1 Unsuccessful Attempt** – unable to meet knowledge or performance criteria and/or required significant assistance
- 2 Partial Demonstration** – met some of the knowledge or performance criteria with or without minor assistance
- 3 Knowledge Demonstrated** – met knowledge criteria without assistance at least once
- 4 Performance Demonstrated** – met performance criteria without assistance at least once
- 5 Repetitive Demonstration** – met performance and/or knowledge criteria without assistance on multiple occasions
- 6 Mastered** – successfully applied knowledge or skills in this area to solve related problems independently

NOTE:

* = Core competencies (essential for the first day on the job).

0	1	2	3	4	5	6	A. Describe and safely interact with all building maintenance systems, including equipment, tools, supplies, building-related codes, plans, and applied academic skills	Notes:
							*1. Identify building maintenance occupations and related fields	
							*2. Identify safe work site procedures/practices, including fall protection and confined spaces	
							*3. Identify emergency first aid procedures, including MSDS (material safety data sheets)	
							*4. Identify fire safety equipment	
							*5. Identify hand tools	
							*6. Identify power tools	
							*7. Identify measuring instruments	
							*8. Interpret blueprints/schematics and as-built drawings	
							*9. Identify cause-and-effect relationships (e.g., water and dirt intrusion)	
							*10. Identify awareness of the environmental impact of hazardous waste (e.g., asbestos, shingling)	
							*11. Identify and apply maintenance as it relates to building codes and applicable laws (e.g., ADA)	
							12. Identify anchors and fasteners	
							Other:	

0	1	2	3	4	5	6	B. Perform basic exterior carpentry procedures consistent with industry and safety standards	Notes:
							*1. Demonstrate carpentry safety practices	
							*2. Demonstrate safe and proper use of a ladder	
							*3. Demonstrate safe and proper use of scaffolding	
							4. Replace/install exterior doors	

								*5. Replace/install exterior door operating hardware	
								6. Replace/repair windows	
								7. Replace/repair/install siding	
								8. Replace/repair exterior trim	
								9. Replace/repair roof flashing	
								10. Replace/repair roofing	
								11. Replace/repair downspouts and guttering	
								12. Perform weatherizing procedures	
								Other:	

0	1	2	3	4	5	6	C. Perform plumbing maintenance procedures consistent with industry and safety standards	Notes:
							*1. Demonstrate plumbing safety practices	
							*2. Cut, clean, and glue plastic pipe	
							*3. Cut, clean, and solder copper pipe	
							*4. Cut and thread pipe	
							*5. Form a flare	
							*6. Assemble a compression fitting	
							7. Rough-in plumbing fixtures	
							*8. Replace/repair/ plumbing fixtures (e.g., stool, urinal, tub)	
							*9. Replace/repair/install plumbing accessories	
							*10. Locate and repair leaks in pipes and lines	
							*11. Clean traps, drains, and vents	
							*12. Identify backflow prevention	
							13. Service water heater	
							Other:	

0	1	2	3	4	5	6	D. Perform basic interior carpentry procedures consistent with industry and safety standards	Notes:
							*1. Demonstrate carpentry safety practices	
							*2. Repair drywall/plaster walls	
							3. Replace/repair interior walls	

								*4. Replace/repair interior door operating hardware	
								5. Identify procedures for replacing, repairing, and/or installing floor coverings	
								6. Replace, repair, and/or install suspended ceiling system	
								7. Install wall and/or ceiling insulation	
								8. Install or replace interior trim	
								9. Install or replace ceramic tile	
								*10. Replace/repair interior doors	
								Other:	

0	1	2	3	4	5	6	E. Perform basic finishing procedures consistent with industry and safety standards	Notes:
							*1. Demonstrate finishing safety practices	
							*2. Prepare surface for finish	
							*3. Select finishing materials	
							*4. Prepare finishing materials	
							*5. Apply finishing materials	
							*6. Clean and properly store finishing equipment and materials	
							Other:	

0	1	2	3	4	5	6	F. Service environmental control systems consistent with industry and safety standards	Notes:
							*1. Demonstrate safety practices for servicing environmental control systems	
							*2. Replace/adjust belts	
							*3. Replace electrical motors	
							4. Service pilot systems	
							5. Clean and/or replace heating elements	
							6. Clean condensing unit	
							7. Clean an evaporator coil	
							8. Replace thermostats/controls	
							*9. Replace furnace or cooling filter	
							*10. Inspect/clean heat exchangers	
							Other:	

0	1	2	3	4	5	6	G. Perform basic electrical procedures consistent with industry and safety standards	Notes:
							*1. Demonstrate electrical safety practices	
							*2. Use electrical test equipment (e.g., VOM/amp)	
							*3. Troubleshoot and replace outlets, switches, fuses, conductors, breakers, and fixtures	
							*4. Identify power supplies (e.g., single-phase, three-phase)	
							5. Bend and connect conduit	
							*6. Wire circuits of 120C and 240V according to code	
							*7. Wire a low-voltage circuit using a schematic	
							8. Install/replace/service alarms and detectors	
							Other:	

0	1	2	3	4	5	6	H. Demonstrate basic welding techniques consistent with industry and safety standards (optional)	Notes:
							1. Demonstrate welding safety practices	
							2. Set up oxyacetylene welding equipment	
							3. Demonstrate proper use of oxyacetylene welder/cutter	
							4. Demonstrate proper transport and storage of tanks	
							5. Set up arc welder	
							6. Weld with arc welder	
							Other:	

0	1	2	3	4	5	6	I. Demonstrate basic concrete and masonry maintenance procedures consistent with industry and safety standards (optional)	Notes:
							1. Demonstrate masonry safety practices	
							2. Set forms	
							3. Mix concrete	
							4. Patch and/or repair concrete structures	
							5. Pour and finish concrete	
							6. Mix mortar	
							7. Remove, repair walls, and/or replace blocks	
							8. Remove, repair walls, and/or replace bricks	
							Other:	

0	1	2	3	4	5	6	J. Demonstrate leadership skills in the classroom, industry, and society	Notes:
							1. Determine an understanding of VICA, its structure, and activities	
							2. Demonstrate an understanding of one's personal values	
							3. Perform tasks related to effective personal management skills	
							4. Demonstrate interpersonal skills	
							5. Demonstrate etiquette and courtesy	
							6. Demonstrate effectiveness in oral and written communication	
							7. Develop and maintain a code of professional ethics	
							8. Maintain a good professional appearance	
							9. Perform basic tasks related to securing and terminating employment	
							10. Perform basic parliamentary procedures in a group meeting	
							Other:	

0	1	2	3	4	5	6	Explain and demonstrate skills in a specialization area identified by the instructor	Notes:
							1.	
							2.	
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